Project Number:	: 039-060-046	
Vendor Name:	Martin Electric d/b/a Keith Martin Inc	
Contract Numbe	er: 12EM0285	
FINAL Contract A	Amount: \$15,574.00	
Vendor Complet	cion Date October 7, 2011	

Project Number:	039-060-047	2.1
Vendor Name:	Lee Tyler	Months of the second of the se
Contract Number	r: 5816	
FINAL Contract Ar	mount: \$9,500.00	
Vendor Completion	on Date June 22, 2011	***************************************

Project Number:	039-060-047	
Vendor Name:	Geissler Roofing Co Inc	
Contract Number:	: 5874	
FINAL Contract An	mount: \$5,881.00	
Vendor Completic	on Date September 30, 2011	

Project Number: 039-060	-046
Vendor Name: Heartlan	d Mechanical Contractors Inc
Contract Number: 12EM0	9384
FINAL Contract Amount:	\$31,437.42
Vendor Completion Date	November 2, 2011

### **EMERGENCY PURCHASE AFFIDAVIT**

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/: <u>Herrin</u>	State:			Zip: 6294	8				
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#### Section 20-30. Emergency purchase

- (a) Conditions for use. In accordance with standards set by rule, a purchasing agency may make emergency procurements without competitive sealed bidding or prior notice when there exists a threat to public health or public safety, or when immediate expenditure is necessary for repairs to State property in order to protect against further loss of or damage to State property, to prevent or minimize serious disruption in critical State services that affect health, safety, or collection of substantial State revenues, or to ensure the integrity of State records; provided, however, that the term of the term of the emergency purchase shall be limited to the time reasonably needed for a competitive procurement, not to exceed 90 days. A contract may be extended beyond 90 days if the chief procurement officer determines additional time is necessary and that the contract scope and duration are limited to the emergency. Prior to the execution of the extension, the chief procurement officer must hold a public hearing and provide written justification for all emergency contracts. Members of the public may present testimony. Emergency procurements shall be made with as much competition as is practicable under the circumstances. A written description of the basis for the emergency and reasons for the selection of the particular contractor shall be included in
- (b) Notice. Notice of all emergency procurements shall be provided to the Procurement Policy Board and published in the online electronic Bulletin no later than 3 business days after the contract is awarded. Notice of intent to extend an emergency contract shall be provided to the Procurement Policy Board and published in the online electronic Bulletin at least 14 days before the public hearing. Notice shall include at least a description of the need for the emergency purchase, the contractor, and if applicable, the date, time and location of the public hearing. A copy of this notice and all documents provided at the hearing shall be included in the subsequent Procurement Bulletin. Before the next appropriate volume of the Illinois Procurement Bulletin, the purchasing agency shall publish in the Illinois Procurement Bulletin a copy of each written description and reasons and the total cost of each emergency procurement made during the previous month. When only an estimate of the total cost is known at the time of publication, the estimate shall be identified as an estimate and published. When the actual total cost is determined, it shall also be published in like manner before the 10th day of the next succeeding month.
- (c) Affidavits. A chief procurement officer making a procurement under this Section shall file affidavits with the Procurement Policy Board and the Auditor General within 10 days after the procurement setting forth the amount expended, the name of the contractor involved, and the conditions and circumstances requiring the emergency procurement. When only an estimate of the cost is available within 10 days after the procurement, the actual cost shall be reported immediately after it is determined. At the end of each fiscal quarter, the Auditor General shall file with the Legislative Audit Commission and the Governor a complete listing of all emergency procurements reported during that fiscal quarter. The Legislative Audit Commission shall review the emergency procurements so reported and, in its annual reports, advise the General Assembly of procurements that appear to constitute an abuse of this
- (d) Quick purchases. The chief procurement officer may promulgate rules extending the circumstances by which a purchasing agency may make purchases under this Section, including but not limited to the procurement of items available at a discount for a limited period of time. (Source: P.A. 90-572, eff. date See Sec. 99-5.)

For continuation if necessary:	Reference #
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# MEMORANDUM

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Capital Programs

Capital Development Board

FROM:

Department of Agriculture

(Name of Agency)

DATE:

21-Jun-11

SUBJECT:

**Emergency Purchase Request** 

The De

Department of Agriculture

is requesting that the Capital

Development Board take action to procure, on an emergency basis, one or more contacts to address an emergency need of the State.

This situation meets the following condition(s) for use as set forth in 30 ILCS 500/20-30:

X

There exists a threat to public health or public safety.

Immediate expenditure is necessary for repairs to State property in order to protect against further loss or damage.

X

It is necessary to prevent or minimize serious disruption in State services.

It is necessary to insure the integrity of State records.

Specific justification for the emergency conditions listed above are as follows:

(Please attach relevant documentation)

DuQuoin Fairgrounds suffered severe wind and storm damage Sunday, June 19. This included trees blown onto buildings and throughout the grounds, damaged roofs, damaged rooftop HVAC equipment equipment, and wind damage to building entries.

Additional information from site visit by Erik Luckett is attached.

I am

Tim Kraft Project Manager for Department of Agriculture

(Please give official title and office.)

We understand that CDB will coordinate with its CPO who will make all appropriate postings to the Procurement Bulletin and will file all necessary affidavits and updates with the Auditor General.

## MEMO

To:

Capital Programs

Capital Development Board

From:

Department of Agriculture

Date:

June 21, 2011

Re:

DuQuoin Fairgrounds

**Emergency Project Description** 

There was significant wind damage at the DuQuoin Fairgrounds on Sunday June 19. There is currently a camping jamboree on the grounds that includes 150 – 200 campers.

There are trees on the shower building, the FS building and transformer and switchgear that must be removed as soon as possible.

The Southern Illinois Center has two roof top units that were damaged. Roof top unit #8 appears to be smashed and will probably need replacement. Roof top unit #6 is damaged and not operational; it is not known if it can be repaired or must be replaced. Exhaust fan covers and the roof cap were also damaged, and will need either repair or replacement.

The southwest entrance to the Southern Illinois Center was bowed into the building by the wind, and has several cracked windows. It cannot be used until it is assess for safety. An event is scheduled for the building, and that entrance/exit may be needed to meet required egress capacity. A/E evaluation is needed for this situation.

The administrative barn which houses both offices and barns has shingles blown off, with exposed decking. It either needs to be reshingled or made weather tight at a minimum

(m) (y)